



# City of Arcadia

## **\*Revised\*** **POLICE OFFICER** **(LATERAL)**

### **SALARY\***

\$4,351 - \$5,434 per month. \*In addition to this salary, the City contributes 9% of the employee's monthly salary to the Public Employees' Retirement System, EPMC. This position is eligible for benefits.

### **BENEFITS**

Some benefits include a signing bonus of \$3,000, vacation credit (up to 80 hours), and sick leave credit (up to 250 hours) based on accrual with previous employer. An Officer with an Associate of Arts degree or equivalent is eligible for a 2.5% salary increase; an Officer with a Bachelor's Degree is eligible for a 5% salary increase. Employees shall not receive in excess of 5% for any educational incentive. An Officer with a POST Intermediate certificate is eligible for a 4% salary increase; an Officer with a POST Advanced certificate is eligible for a 10% salary increase.

### **FINAL FILING DATE**

**APPLICATIONS ARE ACCEPTED ON A CONTINUOUS BASIS.** A City application is required and may be obtained at Human Resources or by calling (626) 574-5406; TDD (626) 447-4609. Resumes may be attached to the City application form but will not be accepted in lieu of a completed City application.

**Human Resources office hours: Monday through Thursday, 7:30 A.M. to 5:30 P.M. and alternate Fridays, 7:30 A.M. to 4:30 P.M. City Hall offices are closed on alternate Fridays.**

### **APPLICATION INFORMATION**

**APPLICANTS MUST SUBMIT A COPY OF THE FOLLOWING DOCUMENTS WITH THE CITY'S APPLICATION FORM:** 1) P.O.S.T. BASIC CERTIFICATE (A RESERVE ACADEMY CERTIFICATE MAY NOT BE SUBSTITUTED FOR A P.O.S.T. BASIC CERTIFICATE); 2) HIGH SCHOOL DIPLOMA OR G.E.D., AND ANY COLLEGE DIPLOMAS POSSESSED; 3) A RESUME LISTING EXPERIENCE AND TRAINING, LIMITED TO FOUR PAGES. DO NOT ATTACH ALL CERTIFICATES.

### **THE POSITION**

Under general supervision, performs a variety of duties involved in the enforcement of laws and the prevention of crimes; conducts and participates in general investigations of crimes, accidents and cases; controls traffic flow and enforces State and local traffic regulations; serves as Patrol Officer, Detective, Field Training Officer, S.W.A.T. Team Officer, K-9 Officer, Traffic Officer, M.A.I.T. Officer, Range Master, Special Enforcement Team Officer, or Community Services Administrative Officer; performs a variety of technical and administrative tasks in support of the Department; and performs related duties and responsibilities as assigned.

### **REQUIREMENTS**

**Experience:** Current employment as a California peace officer.

**Education:** Equivalent to the completion of the twelfth grade supplemented by completion of P.O.S.T. Academy course of study.

**License/Certificate:** Possession of a P.O.S.T. Basic Certificate; possession of an appropriate, valid driver's license.

**Citizenship:** Applicants must be a United States citizen, or submit proof of citizenship within one (1) year from date of hire.

**Special Requirements:** Ability to sit, stand, walk, run, kneel, crouch, stoop, squat, crawl, twist, climb, and lift 100 lbs.; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations; availability for shift work, on-call, and standby. If hired, candidates must sign an agreement to refrain from smoking, chewing or otherwise using tobacco, chewing tobacco or snuff.

### **THE SELECTION PROCESS**

Applications will be reviewed and those candidates whose applications indicate they have met the minimum qualifications will be invited to continue in the examination process. The selection process may consist of:

**Physical Agility/Performance Examination** (Qualifying); **Application Evaluation** (Qualifying); **Qualifications Appraisal Interview** (100%). **Please Note:** If you have a disability which may require an accommodation in the selection process, please notify Human Resources in writing when you submit your application.

**For detailed information about the Arcadia Police Department, candidates may contact the Personnel and Training Sergeant at (626) 574-5172.**